

**Town of Boscawen  
PLANNING BOARD  
Boscawen Municipal Complex  
DRAFT MEETING MINUTES  
Tuesday December 7, 2021**

**Present:** Mark Varney—Chair; Barbara Randall; Gary Tillman; Loren Martin; Lorrie Carey — Ex-Officio; Rhoda Hardy; Roberta Witham

**Staff Present:** Kellee Jo Easler—Planning & Community Development Director; Kearsten O’Brien— Planning & Community Development Deputy Director; Alan H. Hardy— Town Administrator; Katie Phelps— Finance & Human Resources Director; Tim Kenney—Fire Chief

**Public Present:** Eric Monroe, 215 Queen Street, Boscawen

Chair Varney opened the meeting at 6:30 pm, PCD Deputy Director O’Brien completed roll call.

Chair Varney regrettably announced the resignation of Vice-Chair Fred Reagan and opened any nominations for an interim Vice Chair. Ex-Officio Carey nominated Mrs. Martin, Mrs. Randall nominated Mr. Tillman. Chair Varney appointed alternate Rhoda Hardy as a voting member. Chair Varney took a hand vote, with 4 votes for Mrs. Martin and 3 votes for Mr. Tillman.

**Mrs. Martin was appointed Vice Chair until April 2022.**

**Chair Varney reviewed draft minutes from November 2, Mr. Tillman motioned to accept the minutes. Mrs. Randall seconded. All in favor. None opposed.**

**Mr. Tillman motioned to accept the November 30<sup>th</sup> meeting minutes, seconded by Ex-Officio Carey. All in favor. None opposed.**

First on the agenda, Chair Varney invited PCD Deputy Director O’Brien to speak on the mobile home item. PCD Deputy Director O’Brien introduced a letter by Human Services Director Sarah Gerlack. Mrs. Hardy asked how many members had been in some of the mobile homes in Town. Ex-Officio Carey and Chair Varney expressed they had been in both good and bad condition mobile homes. Mrs. Hardy commented that mobile homes can be just as good as standard homes if taken care of properly. Mrs. Hardy feels that the Town would not want to go back any farther than 2006 as an acceptable model mobile home, as they are not built to last. The current regulation states this. Mrs. Witham and TA Hardy agreed that the housing market is changing where mobile homes are becoming more sought after and more expensive. Ex-Officio Carey recommended adding a provision into this ordinance that would align with the State regulations, which may be amended. Vice-Chair Martin stated that her concern is making a regulation based on the age of a mobile home, as some older homes that have been well maintained are

acceptable. She understands the tie-down rule for safety, but does not want to limit homes based on the age. A discussion ensued about the state of current Town mobile homes.

**Mrs. Witham motioned to leave the ordinance as is. Vice Chair Martin seconded. All in favor. None opposed.**

PCD Director Easler introduced the Land Development Regulation and Zoning Ordinance proposed changes for the Public Hearing on January 4, 2022. Vice Chair Martin asked who the Technical Review Committee consisted of. Deputy O'Brien stated it is department heads and the Planning Board Chair. Ex-Officio Carey recommended putting the Technical Review Committee under definitions. Chair Varney stated that it is clear in the Table of Contents, section 2.7 page 10.

**Mr. Tillman motioned to accept the amendments to the Land Development Regulations as presented to go forward to public hearing. Seconded by Mrs. Randall. All in favor. None opposed.**

**Mr. Tillman motioned to accept the amendments to the Zoning Ordinance as presented to go forward to public hearing. Seconded by Mrs. Randall. All in favor. None opposed.**

Chair Varney stated that he would like to table the gravel pit memo as new information came to light that would affect the legality of this issue.

**Chair Varney made a motion to obtain legal documents stating who has authority to speak on behalf of the GST Family Trust before discussing this issue. Mr. Tillman seconded. All in favor. None opposed.**

Deputy PCD Director O'Brien introduced the survey results from the Planning Board members. One of the comments was the members felt that they were not receiving information pertaining to the meeting in enough time. Chair Varney stated that the concern with emailed information is the possible violation of 91-A. Vice-Chair Martin stated that she is aware the office gets information sometimes at the last minute, but the discussion for that should be continued to a date certain so the board has had time to look over it carefully. Chair Varney also stated that he wants questions to go to him first as the Planning Board Chair, and then he will pass these along to the Planning and Community Development Department.

Deputy PCD Director O'Brien stated the need for more volunteers on the Planning Board, and other Town boards. The board discussed putting a flyer in the Boscawen newsvine, and the Facebook page.

**Chair Varney motioned to go into non-public under RSA 91A:3 II (L). Seconded by Ex Officio Carey. All in favor. None opposed.**

**Mr. Tillman motioned to come out of non-public under RSA 91A:3 II (L). Seconded by Vice Chair Martin. All in favor. None opposed.**

**Chair Varney motioned to adjourn. Seconded by Ex-Officio Carey. All in favor. None opposed.**

Next meeting is January 4, 2022.

*Respectfully submitted by Crystal Tuttle*